



LASSEN COUNTY
CHILDREN AND FAMILIES COMMISSION
MEETING MINUTES

February 6, 2003, 1:00 p.m.
1345 Barry Creek Plaza, Suite B
Susanville, California

Commissioners Present: Shannon Gerig, Alternate Sitting as a Member, Karol Merten, Doug McCoy, Mae Sherman, Kathy Colvin Alternate sitting as a Member, Bobby Malone, Elizabeth Elam, Janice Irvin

Commissioners Absent: Jim Chapman, Patsy Jimenez, Brian Dahle Alternate, Sheral Thorlaksson,

Community Members: Robin Jones, Janet Lasick, Cheryl Smith, Kyle Devine, Diana Wemple, Lisa Holmstrom.

Special Guests: Cathy Minnicucci, Lynn Cannady, Evaluation Consultants

1. **Welcome and Introductions:** Chairperson, Karol Merten called the meeting to order at 1:10 p.m. The Chairperson welcomed everyone, and all introduced themselves.

2. **Public Comment:** Jean Hodge commented on an assessment recently done by the Registered Dental Hygienists Association. She commented on February as Oral Health Month. She stated that there is a cavity crisis in the mouths of Lassen County Children. The Drs. With a Heart Program have determined that 21% of preschoolers surveyed had active decay. This did not include Head Start. Four 1st grade classrooms were assessed. 41% of the children surveyed had active decay. The hygienists were appalled at the condition of the mouths of local children. She urged the Commission to expand an oral health program beyond Head Start to the entire county. Commission Chair Merten commented that the Commission will take those statistics into consideration.

Janet Lasick encouraged the Commission to do an RFP for Oral Health. She indicated that the Commission needs to put some significant funding toward this, including treatment.

3. **Approval of Agenda:** Commissioner Malone moved that the amended agenda be approved as presented, Commissioner Sherman seconded the motion, there was no discussion, and the motion was unanimously approved.

4. **Consent Calendar:** The consent calendar was presented. Prior to acceptance of the consent calendar, revisions to the minutes were suggested as follows:

Page Three: The poster featured the Raiders and 49'ers, not the Super Bowl teams.

Page Two should be broken into more paragraphs.

Paragraph Two, Page Two, the last four lines were modified as follows:

“Partnering and collaboration is essential in the long-term financial success of FRC’s. The mission of ComPAC is to build community through collaboration. Its broad mission allows it to take on a multitude of projects. Many of these are related to community building, health education and generally non-reimbursable community benefit focused activities.

Commissioner Malone moved to approve the minutes as revised and also to approve the fiscal report. Alternate Commissioner Colvin seconded the motion, there was no discussion, and the motion unanimously passed.

The Regional Oral Health Project Budget and disbursements were briefly discussed. Commissioner McCoy moved to approve the Regional Oral Health Project Budget and disbursement of \$600.00 to IQ Systems, and \$55,398.94 to Diversified Management for expenditure as proposed in the project budget. Commissioner Sherman seconded the motion, there was no discussion, and the motion carried unanimously.

5. **Statewide Conference of Commissioners:** Chairperson Merten announced the conference. Four persons usually attend from the Commission. Laura indicated that she will probably not be able to attend this year. At the next meeting it should be decided who will attend. Laura is to reserve four rooms now to be sure that attendees can get a reduced rate room.

6. **Performance Evaluation Form and Process:** The Commission looked over the evaluation tool. Should there be an evaluation committee or should the whole commission be involved in the evaluation? Commissioner McCoy questioned the extensiveness of the evaluation, to what depth should the evaluation be? The Committee approach is preferred, incorporating an opportunity for everyone to fill out a survey that will be then given to the committee. The Committee would then present a draft performance evaluation form to the Commission. The Evaluation Committee volunteers are Bobby Malone, Patsy Jiminez, Jim Chapman, and Janice Irvin. If the members selected do not want to serve on the committees, others will be contacted. There will be a closed session at the next meeting to do the evaluation.

7. **Discussion Regarding Renewal of Contract with Diversified Management:** The proposed draft was presented. The maximum contract fee of \$109,000 should be moved to the Maximum Contract paragraph. Commissioner McCoy commented that this contract amount has not increased from prior years. Laura Roberts commented that the administrative augmentation from the State Commission is \$109,000. The Contract amount is sufficient as it is reflected in the proposed contract, which leaves a small amount to augment commission travel and other administrative costs of the Commission.

8. **Clarification of Term of Office of Officers and Discussion of Process for Election of Officers:** Commission Chairperson Merten stated that the policy of filling officers for the Commission needs to be clarified. The Bylaws state that terms of office run from July 1 to June 30. Currently the Commission has elected officers in March. In order to correct terms of office to be in line with the Bylaws, changes need to be made. The Bylaws also say until "shall serve until duly elected." This is sufficient to carry current officers forward until June. A policy for the succession of officers was discussed. Comments were that there should not be a policy of succession but rather there should be a nominating committee. This item should be put on the agenda for the next meeting to determine who the nominating committee will be.

9. **Evaluation Planning:** Cathy Minnicucci, an evaluation consultant providing technical assistance to the Commission with regard to the development of an overall evaluation plan presented information on the statewide evaluation and indicators. The slides of her presentation are attached and are a part of these minutes. Evaluation of Home Visiting programs was discussed. Lynn Cannady, an evaluation consultant specializing in Family Resource Centers and assisting in the development of the overall evaluation plan, conducted a discussion to identify indicators important to measure in the local FRC projects. Information gleaned from the discussions with Commissioners and community participants will be synthesized into a draft of an overall evaluation plan. Notes from the discussion with Lynn Cannady are as follows:

Immediate outcomes of FRCs were identified as follows:

- Families Receive co-services
- Day Care/Preschool Services
- Co-Location of Services
- After-School Programs (0-5)
- Access to information on health, and parenting
- Community Activities (Participation)
- Collaboration between schools and families
- Health Insurance Enrollment (Healthy Families, Medi-Cal, CHDP)
- Parenting education participation (no duplication of services)
- ESL Classes
- Literacy for Parents
- Child participation in TAT "Talking About Touch)
- Eddie Eagle – Gun Safety Programs
- PACs – Parent Advisory Committee
- ERL (Envelop Resource Library)
- Bridge to Kindergarten Programs
- Increased Literacy for non-English speaking parents
- Increased Literacy activities with families
- Increased child safety

Long Term Outcomes:

- Community ownership of 3-5 FRCs (Logic Model)
- Increased capacity for childcare and preschools
- Voluntarism
- Increased Family Functioning
- Children Ready for School (5 Components)
- Collaboration as the model “one stop” (logic model)

Activities:

- Outreach
- Strengthen the capacity/skills of information childcare providers
- Education on brain development
- TAT (Talk About Touch)
- Health Promotion (e.g. IZ’s, screenings)
- After-school programs and activities
- “Direct Services” TBD
- Eddie Eagle – Gun Safety
- Health Insurance
- Family Budgeting Seminars
- Playgroups
- Mom Clubs
- Child Development Information

Assumption/Conditions

- Opportunities to collaborate, co-locate services
- Limited access to services
- Inviting, family friendly services (FRC, HV, MDT)
- County services, etc. will want to participate
- Some families obtain the eligibility requirements

Questions about FRC sustainability were asked. Many FRCs have Prop 10 funds, and most incorporate MAA and TCM billing, and AmeriCorps programs. Good partnerships with schools and existing child development providers also helps to sustain. Some FRCs rent out space as a source of sustainability.

10. **Open Comment:** Bobby Malone commented on the impending budget changes that may significantly impact childcare programs. The Governor proposes realigning many programs to the county for implementation. All childcare and development programs are

among those to be realigned. The County Boards of Supervisors would then govern allocations of funds to programs. Block grant strategies would probably prevail. This could seriously impact subsidized childcare programs, and childcare and development funding.

11. **Adjourned:** The meeting was adjourned at 4:15 p.m.

Respectfully submitted,

Laura J. Roberts
Executive Director